

Louisiana Behavior Analyst Board
4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, LA 70816

BOARD MEETING MINUTES: August 11, 2020
Approved September 22, 2020

CERTIFICATION

In accordance with Proclamation JBE2020 – 30, Section 4, the Louisiana Behavior Analyst Board hereby certifies it would have been unable to operate due to quorum requirements and therefore held this board meeting via Zoom. The public was invited to access the first few minutes of the meeting before the board moved to Executive Session.

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Courtney Wright, at 9:05 a.m. on Tuesday, August 11, 2020 via Zoom. Participating were Board Members: Lloyd Boudloche, Jr. Courtney Wright, Calvin Cryer, Renee Cole, Executive Director Rhonda Boe and Compliance Officer, Justin Owens. Alfred Tuminello joined the meeting at 9:25 a.m. The consumer member position remains vacant.

A motion was made by Mr. Cole to approve the agenda for the August 11, 2020 meeting. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Ms. Wright moved to enter Executive Session at 9:06 a.m. for credential file reviews.

Ms. Wright closed executive session at 10:30 a.m. Mr. Cryer would not be able to attend the open meeting.

A public Zoom code was posted and available to the public on the board website on August 10, 2020 and open meeting began at 10:36 a.m. with Ms. Wright calling the meeting to order and members identifying themselves.

Ms. Wright made a motion to approve the minutes from the July 21, 2020 meeting. None opposed and the motion passed.

The following was reported regarding the credential file reviews:

Licensure Applicants 8.20/A, 8.20/B, 8.20/C, 8.20/D, 8.20/F, 8.20/G, 8.20/H, 8.20/I, 8.20/J and 8.20/K were reviewed and approved for licensure.

Licensure Applicants 7.20/B and 8.20/E were reviewed and approved for licensure upon receipt of the last required original document.

Certificant Applicants 8.20/M, 8.20/O and 8.20/P were reviewed and approved for certification.

Certificant Applicants 8.20/L and 8.20/N will be reviewed again at the September meeting.

The status of other applicants reviewed are contained in the attached report by compliance officer, Justin Owens.

Complaints Committee:

Ms. Boe presented the following report for Ellen Brocato, complaints coordinator:

- 1) A Consent Agreement was offered, still waiting on response.
- 2) Re-notice for additional allegations being drafted.
- 3) A consent agreement was offered and is in negotiations.
- 4) Committee is requesting additional documentation.
- 5) Consent agreement tentatively reached.
- 6) Consent agreement is being drafted for consideration.

Finance Committee:

Mr. Tuminello made a motion to pay the LSBEP July invoice if no discrepancies are noted. None opposed.

The Reconciliations for May, June and July were reviewed and a motion was made by Ms. Cole to approve. None opposed. Ms. Cole also made a motion to approve the full financials for May, June and July with no apparent discrepancies noted. None opposed.

Jurisprudence Committee:

No new business.

Legislative Committee:

Ms. Boe advised the board that attorney Raines was monitoring the requirements for virtual board meetings due to quorum concerns. Ms. Boe would keep the board inform as to when in person board meetings can resume and if not will follow all guidelines for meetings via electronic means.

Policies and Procedures Committee:

No new business

Continuing Education Committee:

No new business.

Supervision Oversight Committee:

There was no new business. The board did request that supervision audits resume and asked this topic be placed on the agenda for the September meeting.

Long Range Planning:

Required Sexual Harassment training will be conducted for employees and board members in the future. Ms. Boe will review the options available.

Discussion Items:

Ms. Boe asked the board to discuss if there are any changes to renewals they may want to implement due to the economic struggles some were experiencing due to COVID-19. The board discussed the possibility of reducing renewal fees for LBAs and SCaBAs for this year only. Ms. Boe was asked what impact this would have on the budget. Ms. Boe stated the budget would have to be amended regardless of any change in renewal fees because of the many changes due to COVID-19 and the increase in expenses due to complaints. She was asked if the budget could accommodate a 50% reduction of the renewal fees for LBAs and SCaBAs for this renewal year only. Ms. Boe said in her opinion this was a reduction the budget could fiscally handle. The board discussed and agreed there would be no reduction for line technician renewals this year. The board also agreed to study the impact of this reduction on the budget for future years,

including line technician renewals. Ms. Murray made a motion to reduce renewal fees for the 2021 calendar year by 50% for all licensees (LBAs) and certificate holders (SCaBAs). None opposed and the motion passed. Ms. Boe would begin the process to have renewal fees for licensees reduced to \$200.00 and renewal fees for certificants reduced to \$125.00 for the 2021 calendar year only.

The board discussed upcoming elections. The terms of board members Cole and Boudloche end July 18, 2021. Due to problems in the past with having appointments confirmed timely, elections may need to be held earlier than usual. Ms. Boe reminded the board these seats would not begin with a term limit as that law was inadvertently admitted from the board law when the legislature added a consumer member. Due to COVID-19 the bill requesting board member terms be set at 4 years was not heard. The board will again this year request a bill be filed requesting board member terms be set at 4 years for future board members and current board members with no end dates.

The board also discussed the vacant Consumer Member position. Ms. Boe was requested to send the requirements to qualify to all board members to distribute. Ms. Boe informed the board applicants received for this position are not voted on but forwarded to the Governor's Office where he would decide whether to appoint or not.

The committee appointments needed to be reviewed to distribute evenly. The board tabled this discussion to September as board member Cryer was not able to participate in the open meeting today.

Executive Director Report:

Ms. Boe informed the board about the Office of the State Fire Marshall's concerns over the classification codes for behavior analyst clinics. After informing the Office of the State Fire Marshall that the board does not have jurisdiction over facilities only individuals, an email was sent to the board asking for confirmation that this information was correct. The board agreed and directed Ms. Boe to respond as follows:

Your summary of our discussion is correct. The board only issues licenses to individuals (providers) not facilities. There are no guidelines in our laws addressing the licensing/classification of facilities at which they may provide services.

Ms. Boe also brought up a question asked several times by different licensees. The question involves registered line technicians resigning without notice and causing a disruption in services. Often times, the registered line technicians are going to work for a different company. The board recognizes this issue but does not have the authority to require registered line technicians to provide notice before resigning. The board's only authority is to approve, deny or revoke registrations. Individual clinics/companies would need to develop their own policies regarding notice before resigning.

The board scheduled the following future meeting dates:

September 22, 2020

October 20, 2020

November 17, 2020

DECEMBER 2020 – NO MEETING

January 5, 2020

Ms. Wright adjourned the meeting at 12:10 p.m.

Louisiana Behavior Analyst Board
Credential Review Minutes
August 11, 2020
(Executive Session)

Board Compliance Officer Justin Owens presented the following Line Technician applicants and registrants to the Board for initial or secondary consideration:

6.20/4 – The Board moved unanimously to **delay** registration pending receipt of additional information from applicant.

7.19/6 – The Board moved unanimously to **approve** registration.

5.20/3 – The Board moved unanimously to **approve** registration.

7.20/2 – The Board unanimously moved to **approve** application.

8.20/1 – The Board unanimously moved to **approve** application.

8.20/3 – The Board moved unanimously to **approve** registration.

8.20/4 – The Board unanimously moved to **approve** application.

8.20/5 – The Board moved unanimously to **approve** registration

8.20/6 – The Board moved unanimously to **delay** registration pending receipt of additional information from applicant.

8.20/7 – The Board moved unanimously to **approve** registration

8.20/8 – The Board moved unanimously to **approve** registration. Mr. Cryer abstained.

8.20/9 – The Board moved unanimously to **approve** registration.

8.20/10 – The Board moved unanimously to **approve** registration.

Board Compliance Officer Justin Owens presented the following Line Technicians, SCABAs and LBAs to the Board for ongoing monthly updates:

1.20/5 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates. Mr. Cryer abstained.

6.7/B – The Board moved unanimously to **continue** registration uninterrupted with monthly updates. Mr. Tuminello abstained.

6.19/15 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

1.19/4 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

12.19/11 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates. Mr. Tuminello abstained.

8.19/8 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

2.20/5 – The Board unanimously moved to **continue** registration uninterrupted with monthly updates.

2.20/6 – The Board unanimously moved to **continue** registration uninterrupted with monthly updates.

6.20/1 – The Board unanimously moved to **continue** registration uninterrupted with monthly updates.

7.20/3 – The Board unanimously moved to **continue** registration uninterrupted with monthly updates.

Board Compliance Officer Justin Owens presented the following Line Technician registrants to the Board for ongoing quarterly updates:

N/A